



***Aeries™* Student Information System
Student Language Census (R30) – Client Server
March 18, 2010**

The **Create R30 Language Census Files** will generate totals for **Record Type A** and **Record Type C**. Both record types will be loaded into the same file. This program will utilize the **Current Years** database and **Last Years** database. Both databases must be available in order for this extract to run.

The file will contain totals for the English learner (LEP) students and Fluent English-proficient (FEP) students. It will also contain information for Part 2 A and B. Totals will be generated with the number of EL students enrolled in specific instructional settings or services by type of setting or service.

Part 5 A and B will also be calculated for Teachers Providing Services to English Learners and CCTC Authorized Teachers Providing ELD and/or SDAIE Instructions to English Learners.

The **Language Census Report** is also available and can be generated to verify totals prior to creating the file. Documentation for this report is also available from the Downloads page under State Reporting.

This documentation will provide all of the tables/fields and codes that each section of the R30 Language Census programs will use in order to provide calculations.



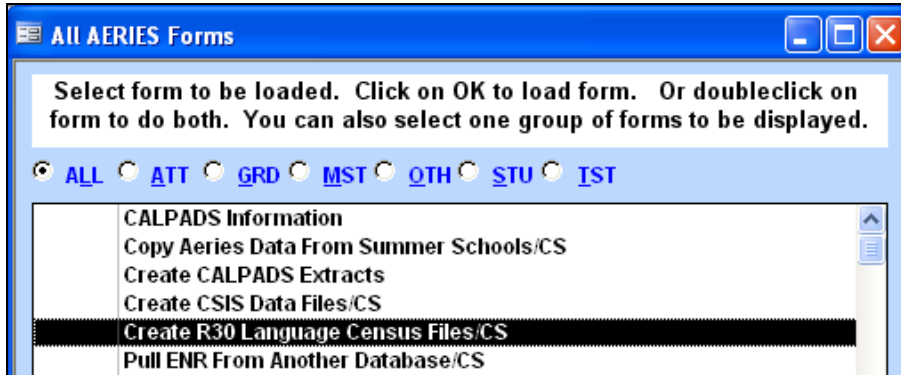
NOTE: The Language Census programs utilize some data that is no longer required by CALPADS, such as the Staff Credentials. However, the data MUST be up to date in Aeries in order for these programs to calculate totals.

Please be aware that Eagle Software's objective is to provide their users with documented procedures, such as the one that follows, in an attempt to expedite the steps necessary to accomplish certain tasks within *Aeries™*. However, Eagle Software recognizes that each school and district using *Aeries™* has established their own unique guidelines and policies.

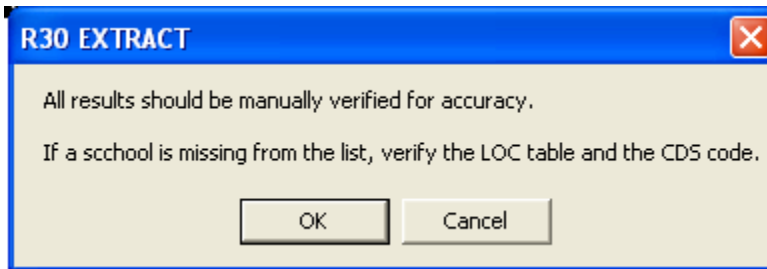
By using these procedures you assume full responsibility for the appropriate application, the results of their use, any impact upon your database and conforming to all guidelines and policies that have been established by your school or district.

Create R30 Student Language Census Files/CS

The **Create R30 Student Language Census Files/CS** program can be accessed from **View All Forms**.



After selecting the program the following message will display. Click the mouse on the **OK** button.



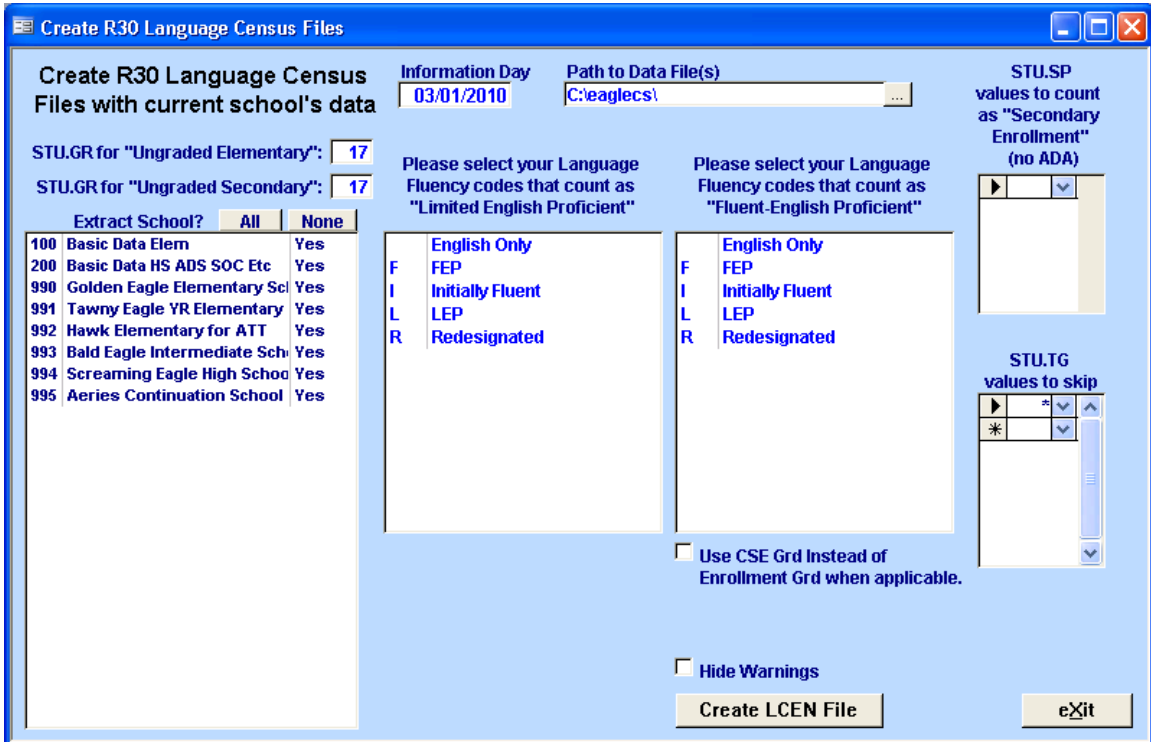
It is important that you verify that **ALL** schools to be used for the R30 calculations are in the **Extract School** listing. If the CDS code is blank the school will not display in the list.

	Extract School?	All	None
100	Basic Data Elem		Yes
200	Basic Data HS ADS SOC Etc		Yes
990	Golden Eagle Elementary Sch		Yes
991	Tawny Eagle YR Elementary		Yes
992	Hawk Elementary for ATT		Yes
993	Bald Eagle Intermediate Sch		Yes
994	Screaming Eagle High Schoo		Yes
995	Aeries Continuation School		Yes

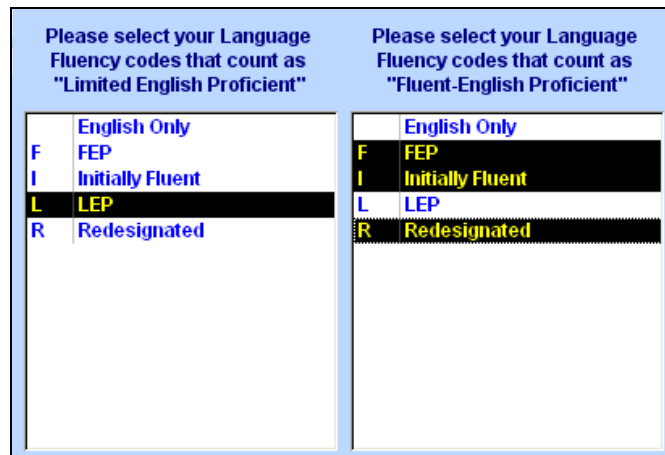
The R30 Language Census Files can **only** be created from the District database in the **Client Server** version and will pull data directly from the SQL database. The program will also connect to last year's database and will access data.

The **Information Day** field will default to the Information Day date which is **03/01/2010**. Enter the path where the file will be stored in the **Path to Data Files**.

The schools to be extracted will default to the schools flagged in **School Options** as **Regular** session and are active. A school **will not** display in the list if they do not have a CDS number. To select or de-select the schools click the mouse on the school name.



The next selection boxes will display the **Language Fluency** codes. In the first selection box click the mouse on the **Language Fluency** codes to be counted as **Limited English Proficient**.



In the next selection box click the mouse on the **Language Fluency** codes to be counted as **Fluent English-proficient (FEP)**.

Please select your Language Fluency codes that count as "Limited English Proficient"		Please select your Language Fluency codes that count as "Fluent-English Proficient"	
	English Only		English Only
F	FEP	F	FEP
I	Initially Fluent	I	Initially Fluent
L	LEP	L	LEP
R	Redesignated	R	Redesignated

If students enrolled in specific **Student Attendance Programs (STU.SP)** are not to be included click the mouse on the drop down list and select the codes.

STU.SP values to count as "Secondary Enrollment" (no ADA)	
	Regular Progr
H	Home-Hospital
I	Independent S
N	No ADA
S	SDC

If specific students flagged Inactive in the **Status (STU.TG)** field are not to be included click the mouse on the drop down list and select the codes.

STU.TG values to skip	
*	Pre-Enrolled fo
E	Expelled
G	Graduated
I	Inactive
L	Leave
N	No Show
P	Passed Away
Z	IDT Revoked

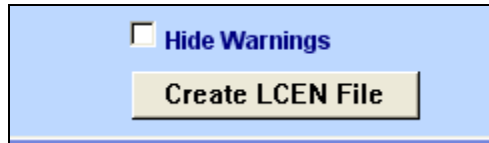
If students are to be included but have a specific grade, enter the grade in the Ungraded fields. For example, Special Ed students have a grade 17.

STU.GR for "Ungraded Elementary":	<input type="text" value="17"/>
STU.GR for "Ungraded Secondary":	<input type="text" value="17"/>

To use the student's grade level from the CSE table click the mouse on the **Use CSE Grd instead of Enrollment Grd when applicable.**



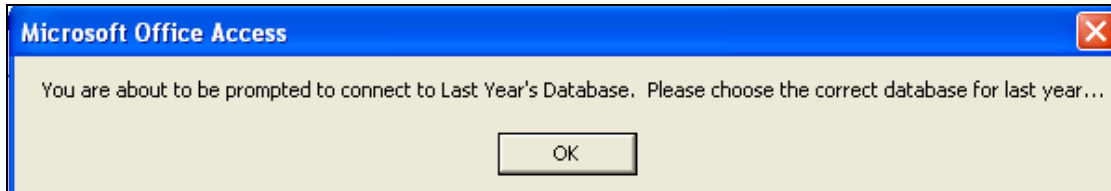
After all parameters have been selected click the mouse on the **Create LCEN File** button.



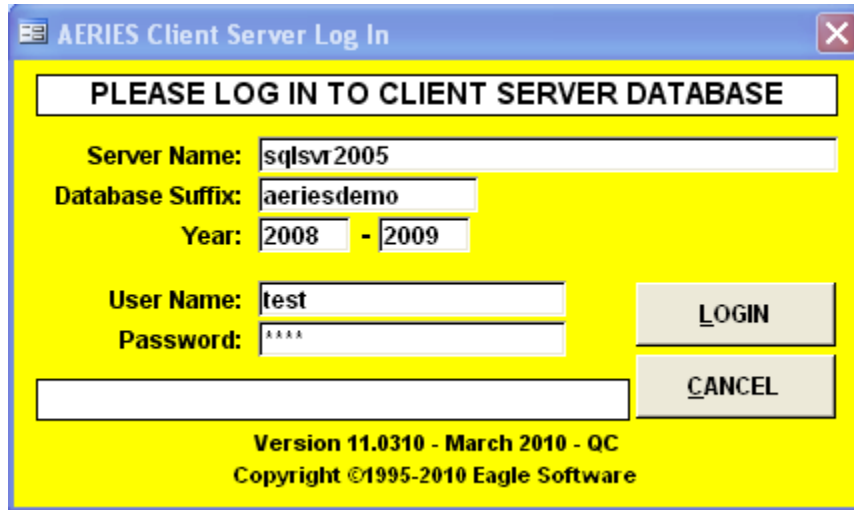
The following message will display. If all information is correct click the mouse on the **Yes** button,



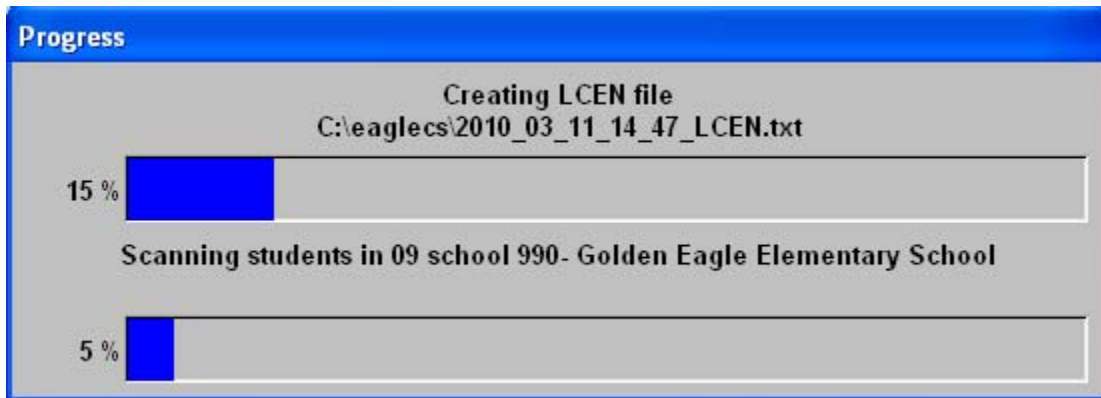
The following message will display indicating that you will now be connected to last year's database. Click the mouse on the **OK** button.



The **Aeries Client Server Log In** selection box will display to connect you to last years database. Verify the correct database is selected. Click the mouse on the **Login** button.



The following Progress Bar will display with the folder and file name at the top. This process will take a while to process data for the current school year and last year's school year.



When the file has been created the following message will display. Click the mouse on the **OK** button.



It is highly suggested that you use the **View Disk Records** from **View All Forms** and verify the data has loaded correctly.

Record Type A

The following information will explain details for the calculations loaded into the file for Record Type A.

PART 2

To calculate the **Count of English Learners** the program will perform the same calculation as last year.

2	Count of English Learners Enter the count of English learners enrolled at the school as of March 1, 2010.	STU.LF
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Select the **Limited English Proficient** codes and all students with these codes in the **Language Fluency (STU.LF)** field will be calculated.

Please select your Language Fluency codes that count as "Limited English Proficient"

F	English Only
	FEP
I	Initially Fluent
L	LEP
R	Redesignated

PART 2 A

To calculate the **Structured English Immersion Instructional Setting** the program will first perform the same conversion as last year. It will locate the student in the **Language Assessment (LAC)** table. If the **Program/Instructional Setting (PR)** field has a **code 1** this student will be calculated into these totals.

Program	Curr LangDes	Lng of Inst	Eng Class Elig	Srvcs Rcvd
1				
1	Structured English Immersion			
2	Alternative Course of Study			

If the **Program/Instructional Setting (LAC.PR)** field is blank Secondary schools will then use the **Master Schedule (MST)** table and the Elementary Schools will use the **Teacher (TCH)** table. Students enrolled in a class that is flagged with a **code 500** in the **Instructional Strategy (INS)** field will be calculated into these totals.

Scheduling		More Info	
Ed Svc	Lang Instr	Instr Strategy	Fund Src CTE Prvdr
1	00	500	
User1	300	Home and Hospital	
	400	Dual Immersion	
User5	500	Structured English Immersion	
	600	Bilingual	
	650	English Learner Mainstreaming	

Listed below in the columns on the right side are the codes that will be used to calculate each item for **Structured English Immersion Instructional Setting**.

Structured English Immersion Instructional Setting			
A	While there are several types of settings English learners can be placed in (i.e., Alternative Course of Study, English-Language Mainstream Class - Students Meeting Criteria, English Language Mainstream Class - Parental Request, and other individualized settings), for the purposes of the Language Census, only report the number of English learners who are placed in a structured English immersion setting.		
3	Number of English learner students who are in a Structured English Immersion setting supported by an authorized teacher. (Row 3 does not need to equal to the total ELs indicated in row 2 above.) A Structured English Immersion setting is one in which ELs who have not yet met local district criteria for having achieved a "good working knowledge" (also defined as "reasonable fluency") of English are enrolled in an English-language acquisition process for young children in which nearly all classroom instruction is in English , but the curriculum and presentation are designed for children who are learning the language.	LAC.PR = 1	MST.INS = 500 TCH.INS = 500

PART 2 B

To calculate the **English Learners Receiving Instructional Services** the program will first perform the same conversion as last year. It will locate the student in the **Language Assessment (LAC)** table and use the **Student Services (SR)** field to calculate these totals.

Program	Curr LangDes	Lng of Inst	Eng Class Elig	Srvcs Rcvd
1				330
330	English Language Development (ELD)			
331	ELD and SDAIE			
332	ELD and SDAIE with Primary Language Support			
333	ELD and Academic Subjects w/ the Primary Language			
334	Other Instructional Language Services			
335	Not receiving any English Learner services			

If the **Student Services (LAC.SR)** field is **blank** Secondary schools will then use the **Master Schedule (MST)** table and the Elementary Schools will use the **Teacher (TCH)** table to determine a student's services from the **Education Services (ESR)** field.

Ed Svc	Lang Instr	Instr Strategy	Fund Src	CTE Prvdr
1	00	500		
1	Primary Language and ELD and/or SDAIE			
2	ELD Only			
3	SDAIE Only			
4	ELD and SDAIE But Not Primary Language			

Listed below in the columns on the right side are the codes that will be used to calculate each item for **English Learners Receiving Instructional Services**.

B	English Learners Receiving Instructional Services Choose the row that most closely describes the services received by English learners. Count each English learner only once.		
4	English learners receiving English language development (ELD) services from teachers reported in part 5	LAC.SR = 330	MST.ESR = 2 TCH.ESR = 2
5	English learners receiving ELD and specially designed academic instruction in English (SDAIE) from teachers reported in part 5	LAC.SR = 331	MST.ESR = 4 TCH.ESR = 4
6	English learners receiving ELD and SDAIE services from teachers reported in part 5 and primary language (L1) support	LAC.SR = 332	MST.ESR = 1 TCH.ESR = 1
7	English learners receiving ELD and academic subjects through primary language (L1) instruction from teachers reported in part 5 (Might also be receiving SDAIE)	LAC.SR = 333	NO Codes available in the MST or TCH.
8	English learners receiving English learner instructional services other than those defined in rows 4-7 (may or may not be receiving services from teachers reported in part 5)	LAC.SR = 334	MST.ESR = 3 TCH.ESR = 3
9	English learners not receiving any English learner instructional services	LAC.SR = 335	MST.ESR or TCH.ESR is blank
10	Total English learners (Sum of rows 4 through 9 - must be equal to total English learners indicated in row 2 above)		

PART 3

To calculate the **Students Re-Classified as FEP since February 27, 2009** the program will perform the same calculation as last year. Select the **Limited English Proficient** codes.

Please select your Language Fluency codes that count as "Fluent-English Proficient"

	English Only
F	FEP
I	Initially Fluent
L	LEP
R	Redesignated

For any student with these codes in the **Language Fluency (STU.LF)** field the program will then verify if there is a **Redesignation** date on the **Language Assessment** form since **February 27, 2009**.

Redes Info:	Redes. Dt	Re
	3/01/2009	
	Reasonable Flu	

PART 5 B

To calculate the **CCTC Authorized Teachers Providing ELD and/or SDAIE Instruction to English Learners** the **English Learner Educator (STF.ELE)** field must contain code 1.

Staff Record: Eagle Unified School District, 3/11/2010

Schl	Staff ID	Last Name	First Name	Middle Name	Sex	Birth Yr	Birthdate	Tag
0	123456	Acosta	Julia		F	1963	6/08/1963	

Hire Date	Leave Date	ELE	Ed Lvl	Yr Degree	Ethnicity	Race	Race 2	Race 3	Race 4	Race 5	FTE	Pos Stat
08/31/1999		1	4	1993		600					120	T

Other Demographics | Job Assignments | Highly Qualified Teacher Status | (Credentials) | (Assignments) | (Raw Credentials)

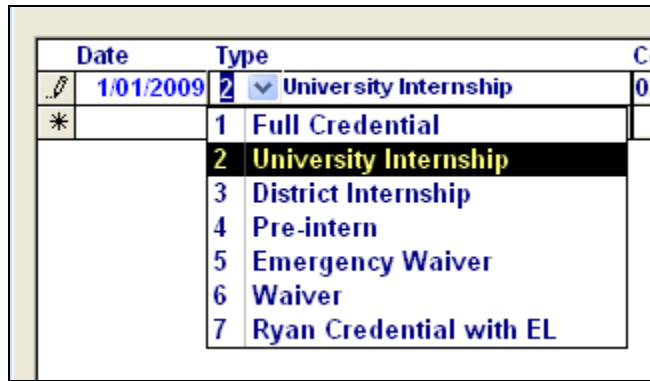
Date	Type	Code	Document #
6/01/1999	1 Full Credential	50 Bilingual cross-cultural Lang and Acad Dev(I	123456789
*		50 Bilingual cross-cultural Lang and Acad Dev(BCLAD)	
		51 Bilingual cross-cultural Cert of Comp(BCC)	
		52 Other CTC authorization for bilingual ED incld Eme	
		54 Cross-cultural Lang Acad Dev(CLAD)	
		55 Emergency permit for Cross-cultural Ac Dev(CLAD)	
		56 Language Development Specialist(LDS)	
		57 ESL supplementary authorization	
		58 SB 1969/395 (ELD Only)	

The **Credential or Authorized Teaching Area (STC.CD)** field can only contain the following CSIS codes: 50, 51, 52, 54, 55, 56, 57, 58, 59, 60, 61, 64, 65, 66.

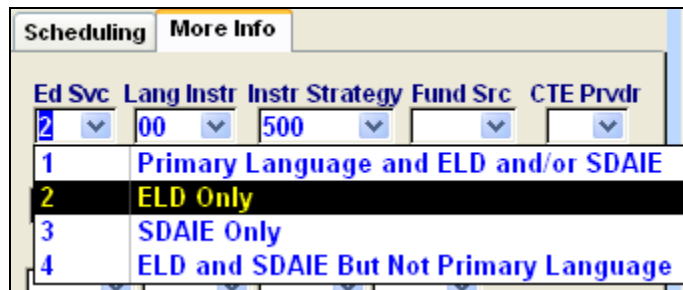
The following are the CSIS codes that can be used in the Part 5 B calculation.

50	Bilingual Cross-cultural Language and Academic Development (BCLAD)
51	Bilingual Cross-cultural Certificate of Competence (BCC)
52	Other CTC authorization for bilingual education including Emergency BCLAD or Sojourner credentials
54	Cross-cultural Language Academic Development (CLAD)
55	Emergency permit for Cross-cultural Language Academic Development (CLAD)
56	Language Development Specialist (LDS)
57	ESL supplementary authorization
58	SB 1969/395 (ELD Only)
59	SB 1969/395 (SDAIE Only)
60	SB 1969/395 (SDAIE and ELD)
61	CDE approved district designated ELD teacher (former Option 3)
64	Primary Language Instruction (BCLAD or equivalent)
65	English Language Development (ELD)
66	Specially Designed Academic Instruction in English (SDAIE)

However, any Staff record can also be counted if the **Credential Type (STC.TY)** field contains codes: 2, 3, 5 or 7 regardless of the **Credential or Authorized Teaching Area (STC.CD)** field.



For Secondary schools the **Education Services (MST.ESR)** fields must then contain the appropriate code to calculate the totals.



For Elementary schools the **Education Services (TCH.ESR)** fields must then contain the appropriate code to calculate the totals.

Listed below in the columns on the right side are the codes that will be used to calculate each item for CCTC Authorized Teacher Providing ELD and/or SDAIE Instruction to English Learners.

CCTC Authorized Teachers Providing ELD and/or SDAIE Instruction to English Learners		
B	<i>Indicate the number of teachers who provide ELD and/or SDAIE instruction to English learners identified in part 2, rows 4 through 6, and in some cases row 8. Do not include teachers providing primary language instruction that were counted above in Part 5.A.</i>	
23	Number of CCTC authorized teachers providing both SDAIE and ELD instruction to English learners	MST.ESR = 4 TCH.ESR = 4
24	Number of CCTC authorized teachers providing only SDAIE instruction to English learners	MST.ESR = 3 TCH.ESR = 3
25	Number of CCTC authorized teachers providing only ELD instruction to English learners	MST.ESR = 2 TCH.ESR = 2
26	Totals (Sum of rows 23 – 25)	

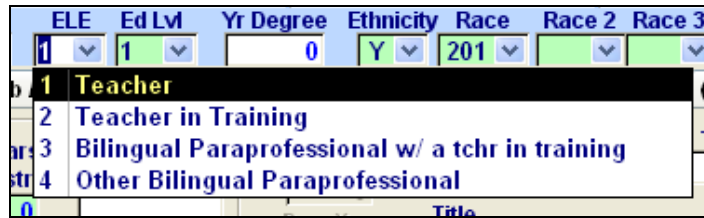
Record Type C

The following information will explain details for the calculations loaded into the file for Record Type C.

PART 5 A

To calculate the **CCTC Authorized Teachers Providing Instruction to English Learners** the **English Learner Educator (STF.ELE)** field must contain code 1.

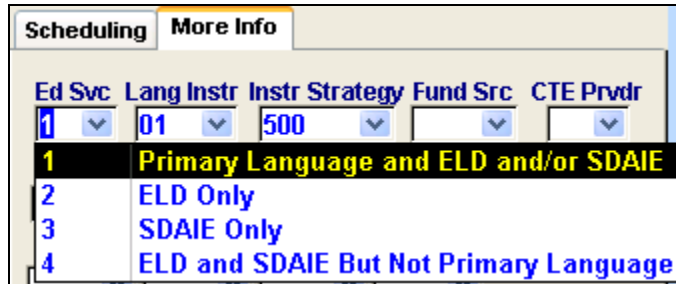
The **Credential or Authorized Teaching Area (STC.CD)** field can only contain codes: 50, 51, 52, 63, 64.



The following are the CSIS codes that can be used in the Part 5 A calculation.

50	Bilingual Cross-cultural Language and Academic Development (BCLAD)
51	Bilingual Cross-cultural Certificate of Competence (BCC)
52	Other CTC authorization for bilingual education including Emergency BCLAD or Sojourner credentials
63	Soujourner Credential
64	Primary Language Instruction (BCLAD or equivalent)

The **Education Services (MST.ESR)** fields must contain code 1 and the **Language of Instruction (MSE.LI)** field **must not** contain 00 or 37 to calculate the totals.



The totals will be calculated for the in the items below for CCTC Authorized Teachers Providing Primary Language Instructions to English Learners.

A	CCTC Authorized Teachers Providing Primary Language Instruction to ELs		
	Indicate the number of teachers who provide primary language instruction to English learners identified in part 2, row 7, and in some cases row 8. Do not report these teachers in Part 5.B below, even if they provide ELD and/or SDAIE. Counts of bilingual paraprofessionals are no longer collected through the Language Census. They are now collected through CBEDS-OPUS.		
Language of Instruction		Staff Providing Primary Language Services	
Code	Language Name	Number of Teachers with a CCTC Bilingual Authorize	Number of Bilingual Paraprofessionals (Aides)
(a)	(b)	(c)	(d)
14			
15			
16			
17			